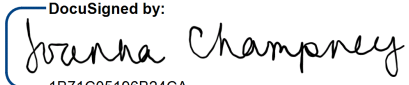


POLICY AND PROCEDURE

<u>POLICY TITLE:</u> EEU Red Flags Process	<u>POLICY #:</u> DSAMH033
<u>PREPARED BY:</u> Eligibility & Enrollment Unit	<u>DATE ISSUED:</u> 6/6/22
<u>RELATED POLICIES:</u> DSAMH031 EEU Involuntary Placement Process Policy DSAMH032 EEU Voluntary Placement Process Policy	<u>REFERENCE:</u> Delaware Commitment Laws: http://delcode.delaware.gov/title16/c051/sc02/index.shtml
<u>DATES REVIEWED:</u> 6/6/22	<u>DATES REVISED:</u> N/A
<u>APPROVED BY:</u>  6/15/2022 8:01 AM PDT	<u>NOTES:</u> <input type="checkbox"/> DSAMH Internal Policy <input type="checkbox"/> DSAMH Operated Program <input type="checkbox"/> DSAMH State Providers <input type="checkbox"/> Delaware Psychiatric Center <input checked="" type="checkbox"/> Targeted Use Policy (Defined in scope)

I. **PURPOSE:**

The purpose of this policy is to provide guidance on the Red Flag process.

II. **POLICY STATEMENT:**

It is the policy of DSAMH's Eligibility and Enrollment Unit (EEU) to ensure that all individuals placed on a Red Flag are treated fairly and according to Delaware law.

III. **DEFINITIONS:**

"DTRN" means the Delaware Treatment and Referral Network.

"EEU" means the DSAMH Eligibility and Enrollment Unit.

"Red Flag" (formerly known as Capias) means an order to bring a person before the Court has been issued when a person has failed to appear in Court as required or has violated a condition of probation or a condition of release.

IV. **SCOPE:**

The policy covers all referrals due to Red Flags.

V. **PROCEDURES/RESPONSIBILITIES:**

A. Referrals will come from the law enforcement.

- B. The Red Flag referrals are not received via the Delaware Treatment and Referral Network (DTRN) but will come as a phone call from a member of law enforcement.
- C. EEU is notified of the Red Flag when the officer calls. Law enforcement will provide:
 - 1. their name,
 - 2. their phone number,
 - 3. which department they are with,
 - 4. their current location,
 - 5. client's name, and
 - 6. client's date of birth.
- D. Their location will determine which facility the EEU will contact first to refer the client for placement.
- E. No referral packet will be provided to the receiving facility.
- F. Law enforcement will provide a copy of the Red Flag to the receiving facility and the EEU.

VI. **POLICY LIFESPAN**: Annual review by policy committee.

VII. **RESOURCES**: N/A